Appendix D – Site Planning

Stormwater Record Keeping SOP

City of Aberdeen
Stormwater Record Keeping SOP

1. PURPOSE

To allow the COA to gather, track, and maintain consistent stormwater records for compliance with the NPDES Phase II Stormwater permit.

2. APPLICABILITY

Records of all storm water monitoring information, inspections and visual observations, certifications, corrective actions and follow-up activities, and copies of all reports will be kept and retained for a period of at least five years.

3. STANDARD OPERATING PROCEDURE

A. Stormwater Plan Review

a) All plans reviewed by the COA are entered into the *Plan Review Log.*
b) If plans require a Engineering/Stormwater review they shall be entered into Engineering Department Log.
c) All stormwater plan review documents shall remain with the project files in the COA Building department during construction.
d) After a Certificate of Occupancy has been issued the stormwater plan review documents shall be filed in stormwater files located in the vault on the second floor of city hall.

B. Construction Stormwater Inspections Forms

a) Completed *Construction Site Inspection Report* originals shall be filed with the plan review documents as listed above in Stormwater Plan Review.
b) A copy of the completed *Construction Site Inspection Report* shall be stored in the office of the Deputy Public Works Director for use in the annual SWMP update.

C. Stormwater Enforcement Actions

a) All stormwater enforcement actions are to be logged in the *Record of Enforcement Actions* that is kept by the Deputy Public Works Director
- A completed *Notice of Correction* original shall be filed with the plan review documents as listed above in Stormwater Plan Review.
- A completed *Order to Correct Violation* original shall be filed with the plan review documents as listed above in Stormwater Plan Review.
- A completed *Stop Work Order* original shall be filed with the plan review documents as listed above in Stormwater Plan Review.
- A completed *Notice of Civil Violation* original shall be filed with the plan review documents as listed above in Stormwater Plan Review.

D. Municipal Maintenance Inspections

a) Completed *Municipal Facility Stormwater Reports* shall be kept in the office of the Deputy Public Works Director.

E. IDDE Program

a) An Illicit Discharge Incident Report is to be filled out and followed for all illicit discharges
b) Completed illicit discharge forms shall be hung on the wall of the Deputy Public Works Director. At year's end forms shall be copied for the annual SWMP update and then transferred to the stormwater files located in the vault on the second floor of city hall.
c) Completed Outfall Reconnaissance inventory forms shall be kept in the office of the Deputy Public Works Director for use in the annual SWMP update. When annual update has been completed the files shall be transferred to the stormwater files located in the vault on the second floor of city hall.

Stormwater Inspection / Enforcement Procedures & SOP

STORM WATER INSPECTION AND ENFORCEMENT PROCEDURES

City of Aberdeen

Contents

1. OVERVIEW OF STORM WATER INSPECTION AND ENFORCEMENT PROGRAM REQUIREMENTS 3
2. COA STORM WATER LAWS AND REGULATIONS 3
I. Aberdeen Municipal Code 3
II. COA Design Criteria Manual / Standard Specifications 3
3. COA STORM WATER INSPECTION AND ENFORCEMENT 4
I. General Residential Development - Inspections 4
II. Right of Way Construction – Inspections 4
III. General Development and Redevelopment – Inspections 4
IV. Hotline Originated Inspections 5
V. Inspections Referred from Other Government Agencies 5
4. TYPICAL NON-COMPLIANCE ISSUES 5
5. COA STORM WATER ESCALATING ENFORCEMENT POLICY 6
I. Preventative Correction 6
II. Order to Correct Violation (OTCV) 6
III. Stop Work Order (SWO) 6
IV. Notice of Civil Violation (NOCV) 7
6. Enforcement 7
I. Infrequent Offenders 7
7. Recordkeeping 8

Abbreviations

AMC	Aberdeen Municipal Code
BMP	Best Management Practices
COA	City of Aberdeen
CSWGP	Construction Stormwater General Permit
CSWPPP	Construction Stormwater Pollution Prevention Plan
NPDES	National Pollutant Discharge Elimination System
NOCV	Notice of Civil Violation
OTCV	Order to Correct Violation
WSDOE	Washington State Department of Ecology
SWMMWW	Stormwater Management Manual for Western Washington
SWMP	Stormwater Management Plan
SWPPP	Stormwater Pollution Prevention Plan
SWO	Stop Work Order

1. OVERVIEW OF STORM WATER INSPECTION AND ENFORCEMENT PROGRAM REQUIREMENTS

Under the City of Aberdeen's (COA) current National Pollutant Discharge Elimination System (NPDES) Phase II Permit # WAR04-5026, the COA is required to develop an inspection and enforcement strategy for new public and private development and significant redevelopment to ensure that all specified Best Management Practices (BMPs) are implemented with approved Stormwater Treatment Plans. The COA is also required to implement procedures and strategies for conducting site inspections and enforcement of erosion and sediment control measures at construction sites, including:

- Review of COA-approved storm water plans ;
- Inspections to ensure BMPs are installed and maintained according to approved plans and all pollution sources have been addressed;
- Development of an inspection policy detailing frequency, prioritization, and follow-up;
- Development enforcement provisions to ensure compliance with requirements of current NPDES Phase II Permit;
- Creation of an enforcement response policy for construction site management that includes verbal warning, written notices, and escalated enforcement measures.

2. COA STORM WATER LAWS AND REGULATIONS

Laws, regulations, and standards currently in place to manage and minimize the adverse impacts resulting from storm water discharges within Aberdeen are listed below.

I. Aberdeen Municipal Code

The following sections of the Aberdeen Municipal Code (AMC) are applicable to managing stormwater discharges within Aberdeen boundaries and are most often used by COA inspectors during their routine inspection of construction projects. These articles describe the stormwater control requirements that a contractor must follow while performing work on Municipal projects. In addition, the articles contain provisions that financially penalize the contractor for failure to provide and maintain proper stormwater control.

- AMC Chapter 13.70 STORM AND SURFACE WATER MANGEMENT – *Section 13.70.080* Relates to the authority to review and approve storm and surface water drainage plans. *Section 13.70.160* Relates to authority to conduct inspections. *Section 13.70.180* relates to the authority to access penalties such as an *Order to Correct Violation, Notice of Civil Violation* and *Stop Work Order.*
- AMC Chapter 1.12 GENERAL PENALTY-CIVIL VIOLATIONS - *Section 1.12.030* relates to the procedure to issue an *Order to Correct Violation. Section 1.12.040* relates to the procedure to issue a *Notice of Civil Violation.*

II. COA Design Criteria Manual / Standard Specifications

Storm and surface water systems shall be designed and constructed in accordance with the standards and specifications as set forth in the Standard Specifications for Road, Bridge and Municipal Construction published by the American Public Works Association (APWA) and the Washington State

Department of Transportation, and Stormwater Management Manual for Western Washington published by the Washington State Department of Ecology. The Stormwater Management Manual for Western Washington (SWMMWW) provides information pertaining to storm water control that is intended to result in a decrease in erosion, sediment, and adverse water quality impacts. The SWMMWW also addresses general drainage topics such as area drainage studies, required drainage analyses, runoff calculations, and runoff quality.

3. COA STORM WATER INSPECTION AND ENFORCEMENT

To ensure that the NPDES phase II requirements pertaining to stormwater discharges are fully satisfied, the COA inspection and enforcement framework has been developed to as outlined below.

Inspections for projects with development permits are preformed on a twice monthly basis with spot checks performed intermittently as needed. Inspectors record deficiencies on erosion control BMPs they believe are necessary and/or designated in the site Stormwater Pollution Prevention Plan (SWPPP). They send a written notification of their findings and requirements for the corrective action to the site superintendent, construction manager, or builder. The storm water inspector then continues the site investigation until the deficiency is corrected. Types of inspections are defined below.

I. General Residential Development - Inspections

The COA requires residential building permit applicants to complete and sign *Handout, City of Aberdeen Stormwater Requirements for Residential Development* demonstrating that site owners and their agents understand and agree to comply with the 12 elements stated in the SWMMWW Volume II, Section 3.2 and agree to maintain basic erosion control BMPs.

II. Right of Way Construction – Inspections

Stormwater Inspectors verify right-of-way construction is performed with site erosion control BMPs. If the expected BMPs are not in place, they notify the site superintendent of the deficiencies to be corrected. In most cases, site superintendents correct problems immediately. Otherwise, inspectors issue an order to correct violation (OTCV). In severe non-compliance situations inspectors can, at their discretion, choose to issue a notice of civil violation (NOCV) or a stop work order until the problem is fixed.

III. General Development and Redevelopment – Inspections

Projects in which the new, replaced, or new plus replaced impervious surfaces total 2,000 square feet or more, or disturb 7,000 square feet or more of land must prepare a Construction Stormwater Pollution Prevention Plan (CSWPPP) as part of the Stormwater Site Plan. Each of the twelve elements must be considered and included in the CSWPPP unless site conditions render the element unnecessary and the exemption from that element is clearly justified in the narrative of the SWPPP.

Stormwater Inspectors verify that commercial and residential development site erosion control BMPs are maintained in good condition in accordance with approved CSWPPP. Site visits are necessary to maintain compliance with COA stormwater requirements and are valuable because they provide opportunities to observe sediment runoff conditions at construction sites. If the expected BMPs are not

in place, Stormwater Inspectors notify the site superintendent of the deficiencies. In most cases, site superintendents correct problems immediately. Otherwise, inspectors issue compliance deadlines or an order to correct violation (OTCV). In severe non-compliance situations inspectors can, at their discretion, choose to issue a notice of civil violation (NOCV) or a stop work order until the problem is fixed.

IV. Hotline Originated Inspections

The existing COA IDDE number (stormwater hotline), 360-537-3393, is used to receive and record illicit discharge calls. The Stormwater Maintenance Supervisor is tasked with monitoring illicit discharge hotline calls. These calls are recorded, validated, and enforced as appropriate. Complex discharge problems requiring technical consideration are referred to the Deputy Public Works Director for further investigation and technical direction. Complaints are documented in the order they are received. Once site conditions have been verified and if the site is determined to be in a state of non-compliance, enforcement actions are pursued. All complaints received at City departments other than the Stormwater Department shall be forwarded to the Deputy Public Works Director to have their legitimacy investigated; if a complaint is determined to be legitimate it shall be handled in a manner consistent with the IDDE program.

V. Inspections Referred from Other Government Agencies

Complaints received from other government agencies are referred directly to the Deputy Public Works Director. The Deputy Director investigates the complaint and determines if enforcement actions are warranted. If it is determined that no action is required because of lack of documentation or insufficient information, the complaint is referred back to the government agency with an explanation of why a case cannot be pursued. If the Deputy Public Works Director determines that action is required, enforcement actions are pursued.

4. TYPICAL NON-COMPLIANCE ISSUES

The following are typical non-compliance issues related to storm water, including:

- Failure to obtain Stormwater Review Approval from the Municipality;
- Failure to obtain an Fill & Grade permit from the COA Public Works Department if project is place greater than 50 CY of fill material;
- Failure to obtain a CSWGP from the Washington State Department of Ecology (WSDOE) if project is greater than or equal to one acre or part of a common development plan;
- Failure to abide by the conditions of the CSWGP;
- Failure to properly install, maintain, and/or replace critical BMPs by the end of the working day or within 24 hours of such items being noted during an inspection;
- Failure to properly install, maintain, and/or replace non-critical BMPs within seven days of such items being noted during an inspection;
- Failure to remove temporary BMPs within seven days of such items being noted during an inspection;
- Failure to implement the COA-approved Stormwater Plan;
- Failure to modify an existing SWPPP to reflect field changes;
- Direct discharge of pollutants into a waterway, jurisdictional wetland, or a storm sewer system;

- Work beyond limits of permit area.

5. COA STORMWATER ESCALATING ENFORCEMENT POLICY

This policy establishes a formal enforcement procedure to be followed by the Deputy Public Works Director and Stormwater Inspectors when enforcement action is necessary on sites that do not comply with the COA stormwater regulations. Enforcement procedures are outlined below.

I. Preventative Correction

Preventative correction is required for those activities or conditions which have not yet resulted in degradation of surface water quality. These include lack of installation and maintenance of appropriate BMPs and failure to address minor deficiencies in existing BMPs, (Such as adding more straw mulch, repairing silt fence, re-covering stockpiles, etc). Notices of Correction of minor violation may be verbal or written. The time period for implementing preventative corrections is less than one week or prior to the next precipitation event, whichever is less. A reasonable effort to obtain a voluntary correction should be pursued.

II. Order to Correct Violation (OTCV)

A written *Order to Correct Violation* notice is issued when the following conditions are identified:

- Inspector has pursued reasonable attempts to secure voluntary correction of minor violation; or
- Minor violation has not been corrected within the time set forth by the storm water inspector; or
- Evidence of prior degradation of surface water quality is observed; or
- Sediment, silt, turbid runoff or other non-stormwater discharges (as defined in SWMMWW) are being release from the site due to operator's activities, despite the implementation of BMPs.

III. Stop Work Order (SWO)

Upon issuance of the SWO, work on the site not directly related to correcting the degradation of surface water quality may be suspended as directed by the Public Works Director or Deputy Public Works Director. A stop work order is issued when:

- The site does not have a valid approved storm water permit before starting the work; or
- Sufficient and appropriate BMPs have not been implemented, as set forth in the approved erosion and sediment control plan or SWPPP, to prevent degradation of surface water quality; or
- Contractor or owner fails to address a Order to Correct violation notice within the timeframe specified; or
- A third Correction Notice has been issued for the potential degradation of surface water quality due to Permittee's activities; or
- An accidental discharge of polluting matter (other than sediment) to the storm drains system or surface water course or a significant public nuisance exist; or
- A threat to water of U.S. exists.

The stop work order shall:

- Be in writing;
- State with specificity the Construction or Violation to which it is applicable and the reason for its issuance;
- Be posted on the property in a conspicuous place;
- If practicable, be given to:
  - The person doing the Construction; and
  - To the owner of the property or the owner's agent.
- The stop-work order shall state the conditions under which Construction may be resumed. In no way limit the operation of penalties provided elsewhere in the AMC

IV. Notice of Civil Violation (NOCV)

A Notice of Civil Violation may be issued when:

- Contractor or owner fail to comply with a stop work order; or a repeat violation exist; or the violation creates a situation or condition that cannot be readily corrected (e.g. a pollutant spill that enters a stream, wetland or lake); or
- The contractor or owner knows or reasonably should have known that the action is in violation of laws, regulations, codes or permit conditions (e.g. an intentional discharge of polluting matter to the storm drainage system and/ or surface waters).
- When any of the above circumstances exist, the COA Stormwater Inspector immediately issues a SWO, notifies the Deputy Public Works Director, and provides documentation supporting the issuance of the NOCV.

6. Enforcement

Once site conditions have been verified and if the site is determined to be in a state of non-compliance, enforcement actions are pursued. If conditions have been corrected or do not exist at time of inspection the complaint request is closed. If conditions exist as stated in the referral, enforcement actions proceed depending on whether the offender is deemed "infrequent" or "frequent."

I. Infrequent Offenders

If an individual or company has been referred to the Deputy Public Works Director for the first time or it has been at least 12 months since last referral, an Order to Correct Violation letter is sent to the owner and developer informing them they are not in compliance with the COA stormwater rules and regulations. The letter details the actions required to become in compliance and a length of time to complete the actions. At the time specified in the letter, the Stormwater Inspector re-inspects the site to check for compliance. If all work has been satisfactorily completed, the complaint is closed. If the work has not been satisfactorily completed within the established time frame, a Municipal case will be open and a SWO and NOCV will be issued if warranted.

If an individual or company has been referred to Deputy Public Works Director and it has been less than 12 months since last Notice of Violation, the individual or company are considered repeat offenders. The Stormwater Inspectors issue a Stop Work Order and NOCV to the individual or company and continue to inspect the site until it is brought into compliance.

7. Recordkeeping

Records of all enforcement efforts shall be recorded in an *Enforcement Log* and numerically tied to a file kept at the Aberdeen City Hall for each project. All records for residential projects shall be kept in the corresponding address file. All record keeping shall be in accordance with the attached *Stormwater Record Keeping SOP.*

2012 - Record of Enforcement Actions

	Responsible Person / Address	Inspector	Date of Enforcement Action	**Complaint Origin**	Inspection	Inperson Complaint	Hotline Call	Other Gov. Agency	**Enforcement Action**	Order to Correct Violation	Stop Work Order	Notice of Civil Violation	**Infrequent Offender**	Yes	No	**Documentation Location**	Project Address File	Dedicated Stormwater Files
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		
11																		

City of Aberdeen
Stormwater Inspection SOP

1. PURPOSE

Under the City of Aberdeen's (COA) current National Pollutant Discharge Elimination System (NPDES) Phase II Permit # WAR04-5026, the COA is required to develop an inspection standard operating procedure (SOP) for the inspection of new public and private development and significant redevelopment.

The purpose of this Standard Operating Procedure (SOP) is to establish uniform procedures pertaining to the preparation for, the performance of, and the reporting of stormwater inspections as performed by City of Aberdeen personnel. Stormwater inspections are performed as a means of ensuring that construction sites are implementing the measures indicated in the SWPPP and evaluating the completeness and effectiveness of specified Best Management Practices (BMPs) that are implemented.

The inspector may deviate from these procedures when necessary due to unexpected or unique problems that may occur in the field. Any deviation must be discussed in the report.

2. APPLICABILITY

The policies and procedures of the SOP are applicable to all personnel involved in the planning, coordination, preparation, conducting, and reporting of stormwater inspections.

3. STANDARD OPERATING PROCEEDURE – Construction Inspections

A. Prior to Inspection

a) Contact Contractor Site Superintendent or Project Manager.
b) Review previous inspection reports to determine reoccurring problems.
c) Fill out project information on *Construction Site Inspection Report*
d) Bring equipment
    1) Hard Hat
    2) Safety Vest
    3) Camera
    4) Project File
    5) Inspection forms

B. Onsite meeting with Superintendent prior to inspection

a) Verify that SWPPP, NOI and permit are on site and accessible.
b) Review SWPPP changes from last inspection.
c) Review status of any corrective actions or deficiencies listed from prior inspections.
d) Discuss any complaints or incidents that have occurred prior to the previous inspection.
e) Review contractor's records of weekly storm water inspections (or bi-weekly with inspections within 24hrs of previous storm 0.5 inches or more).

C. Site Inspection

a) Verify structural controls are installed correctly and maintained per SWPPP.
b) Number the structural and non-structural BMPs identified in the SWPPP on the site map and list them under the site specific BMPs section of the *Construction Site Inspection Report.*
c) Describe corrective actions initiated, date completed, and note the person that completed the work in the corrective action section.
d) Assess the general site issues in the *Overall Site Issues* section.
e) Take photographs of good and bad examples. Keep photo log.

D. Onsite meeting with Superintendent after inspection

a) Discuss effectiveness of current controls and whether controls need to be modified on the CSWPPP.
b) Discuss deficiencies and issue corrective notices, order to correct violation, stop work orders, or notice of civil violation as per the *Stormwater Inspection and Enforcement Procedures*.
c) Inspector and Superintendent should sign the completed inspection form at the completion of the inspection.

E. Post Inspection Activities including filing

a) Review form, complete and clarify as needed.
b) Fax copy of completed form to contractor (if copies were not provided during site visit).
c) File original inspection form in project file located at City Hall.
d) File copy of inspection form in City of Aberdeen Stormwater files in Stormwater Department for use in annual SWMP update.
e) Document history of inspection in tracking spreadsheet.
f) Follow-up on corrective issues in timeframe given to contractor.

4. STANDARD OPERATING PROCEDURE – Municipally Owned and Operated Stormwater Facility Inspections.

A. Prior to Inspection

a) Schedule time for inspections with Deputy Public Works Director.
b) Review previous inspection reports.
c) Fill out project information on *Municipal Facility Stormwater Inspection Report,* including date, time, and inspector name.
d) Bring equipment
   6) Hard Hat
   7) Safety Vest
   8) Camera
   9) Project File
   10) Inspection forms

B. Site Inspection

a) If facility has a SWPPP, verify facility is being maintained per its requirements.
b) Inspect facility thoroughly verifying each item inspected on the *Municipal Facility Stormwater Inspection Report.*
c) Assess the general site issues and describe corrective actions required or initiated in the summary of the report.

d) Take photographs of site

C. Post Inspection Activities including filing

a) Review form, complete and clarify as needed.
b) Deliver copy of completed report to Street Maintenance Supervisor if maintenance is required.
c) File original inspection form in project file located in the office of the Deputy Public Works Director.
d) Follow-up on corrective issues with Deputy Public Works Director as needed.

Stormwater Inspection Forms

Stormwater - Construction Site Inspection Report

General Information			
Project Name			
NPDES Tracking No.		**Location**	
Date of Inspection		**Start/End Time**	
Inspector's Name(s)			
Inspector's Title(s)			
Inspector's Contact Information			
Inspector's Qualifications **CSWPPP Ref #**			
Describe present phase of construction			
Type of Inspection: ❑ Regular ❑ Pre-storm event ❑ During storm event ❑ Post-storm event			
Weather Information			
Has there been a storm event since the last inspection? ❑Yes ❑No **If yes, provide:** Storm Start Date & Time: Storm Duration (hrs): Approximate Amount of Precipitation (in):			
Weather at time of this inspection? ❑ Clear ❑Cloudy ❑ Rain ❑ Sleet ❑ Fog ❑ Snowing ❑ High Winds ❑ Other: Temperature:			
Have any discharges occurred since the last inspection? ❑Yes ❑No **If yes, describe:**			
Are there any discharges at the time of inspection? ❑Yes ❑No **If yes, describe:**			

Site-specific BMPs

- *Number the structural and non-structural BMPs identified in your SWPPP on your site map and list them below (add as many BMPs as necessary). Carry a copy of the numbered site map with you during your inspections. This list will ensure that you are inspecting all required BMPs at your site.*
- *Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.*

	BMP	BMP Installed?	BMP Maintenance Required?	Corrective Action Needed and Notes
1		❑Yes ❑No	❑Yes ❑No	
2		❑Yes ❑No	❑Yes ❑No	
3		❑Yes ❑No	❑Yes ❑No	
4		❑Yes ❑No	❑Yes ❑No	
5		❑Yes ❑No	❑Yes ❑No	
6		❑Yes ❑No	❑Yes ❑No	
7		❑Yes ❑No	❑Yes ❑No	
8		❑Yes ❑No	❑Yes ❑No	
9		❑Yes ❑No	❑Yes ❑No	
10		❑Yes ❑No	❑Yes ❑No	
11		❑Yes ❑No	❑Yes ❑No	
12		❑Yes ❑No	❑Yes ❑No	

	BMP	BMP Installed?	BMP Maintenance Required?	Corrective Action Needed and Notes
13		❑Yes ❑No	❑Yes ❑No	
14		❑Yes ❑No	❑Yes ❑No	
15		❑Yes ❑No	❑Yes ❑No	
16		❑Yes ❑No	❑Yes ❑No	
17		❑Yes ❑No	❑Yes ❑No	
18		❑Yes ❑No	❑Yes ❑No	
19		❑Yes ❑No	❑Yes ❑No	
20		❑Yes ❑No	❑Yes ❑No	

Overall Site Issues

Below are some general site issues that should be assessed during inspections. Customize this list as needed for conditions at your site.

	BMP/activity	Implemented?	Maintenance Required?	Corrective Action Needed and Notes
1	Are all slopes and disturbed areas not actively being worked properly stabilized?	❑Yes ❑No	❑Yes ❑No	
2	Are natural resource areas (e.g., streams, wetlands, mature trees, etc.) protected with barriers or similar BMPs?	❑Yes ❑No	❑Yes ❑No	
3	Are perimeter controls and sediment barriers adequately installed (keyed into substrate) and maintained?	❑Yes ❑No	❑Yes ❑No	
4	Are discharge points and receiving waters free of any sediment deposits?	❑Yes ❑No	❑Yes ❑No	
5	Are storm drain inlets properly protected?	❑Yes ❑No	❑Yes ❑No	
6	Is the construction exit preventing sediment from being tracked into the street?	❑Yes ❑No	❑Yes ❑No	
7	Is trash/litter from work areas collected and placed in covered dumpsters?	❑Yes ❑No	❑Yes ❑No	
8	Are washout facilities (e.g., paint, stucco, concrete) available, clearly marked, and maintained?	❑Yes ❑No	❑Yes ❑No	

	BMP/activity	Implemented?	Maintenance Required?	Corrective Action Needed and Notes
9	Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any other deleterious material?	❑Yes ❑No	❑Yes ❑No	
10	Are materials that are potential stormwater contaminants stored inside or under cover?	❑Yes ❑No	❑Yes ❑No	
11	Are non-stormwater discharges (e.g., wash water, dewatering) properly controlled?	❑Yes ❑No	❑Yes ❑No	
12	(Other)	❑Yes ❑No	❑Yes ❑No	

Non-Compliance

Describe any incidents of non-compliance not described above:

CERTIFICATION STATEMENT

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print name and title: _____

Signature: _____ **Date:** _____

Stormwater Plan Review Forms

City of Aberdeen
Stormwater Site Plan Submittal Contents Checklist

INSTRUCTIONS TO PROJECT APPLICANTS: Please complete this checklist and submit with your Stormwater Site Plan to City of Aberdeen for review.

Project Site Name: _____
Project Applicant: _____

- ❑ Contact information for applicant
- ❑ Project Description

  Existing Site Information
  - ❑ Mapping showing contours, areas, structures, roads, underground facilities, utilities, watercourses, wetlands and buffers, easements, test pits, drainage patterns. Note: The City Engineering Office has 2011 Aerial Photos with contours, right-of-ways, most utilities that may be used
  - ❑ Identify any critical areas located on the site. Note: The City Planning Office has a copy of the City's critical area ordinance which has maps designating various critical areas in the city, i.e. wetlands, geologic hazards, fish bearing stream, etc
  - ❑ Map showing all basins that flow to or across the site.
  - ❑ Map showing own gradient drainage to the city stormwater system or receiving water body
- ❑ Construction Stormwater Pollution Prevention Plan (CSWPPP)
- ❑ Plans and specifications for construction of temporary facilities
- ❑ Highlighted copy of the flow charts (Figure 2.2 and Figure 2.3) showing the path used to determine applicable minimum requirements for the project

  Map showing developed site layout
  - ❑ Location and sites of on-site management, treatment and detention BMPs and facilities
  - ❑ Location and sizes of conveyance systems
  - ❑ Construction drawings and specifications for stormwater BMPs and facilities
  - ❑ Calculation for sizing of facilities
- ❑ Hydrologic and hydraulic calculations. Note: check with City to verify acceptable modeling procedures
- ❑ Off-site analysis report (if required)
- ❑ Operation and Maintenance Information

General Notes: The City does not normally require stormwater detention except for sites above elevation 30 (Aberdeen Datum) or sites where rate of stormwater runoff is increased and the City determines that there are downstream conveyance capacity problems.

City of Aberdeen

Stormwater Plan Review Summary

Project Site Name: _____

Staff performing plan review should place review comments in blank spaces on the checklist and initial each minimum requirement when review is completed.

This checklist describes the requirements associated with each of the 10 minimum requirements outlined in the *Stormwater Management Manual for Western Washington, February 2005.* All projects meeting the thresholds in Volume I, Chapter 2, Figures 2.2 and 2.3 are required to prepare one or more stormwater site planning documents for Municipality review. The applicant must demonstrate and document compliance with each applicable requirement through the appropriate stormwater site plan (see Minimum Requirement #1, and the applicable submittals checklist associated with a given project type).

Minimum Requirement #1: Preparation of Stormwater Site Plans. (Volume I, 2.5.1)

☐ Confirm the project has submitted each of the following documents where required:

a. Permanent Stormwater Control Plan
b. Construction Stormwater Pollution Prevention Plan (SWPPP) (aka Erosion and Sediment Control Plan)
c. Off-site Analysis
d. Construction Plans and Specifications for stormwater facilities.

Minimum Requirement #2: Construction Stormwater Pollution Prevention

☐ The Construction SWPPP addresses the 12 Elements of Construction Stormwater Pollution Prevention as detailed in Volume II, Section 3.2. Each of the 12 elements must be considered and included in the Construction SWPPP unless site conditions render the element unnecessary and the exemption from that element is clearly justified in the narrative of the SWPPP. Project applicants must refer to SWMMWW Volume II, Section 3.2 for the full list of applicable requirements. The 12 elements are:

1. Mark clearing limits
2. Establish construction access
3. Control flow rates
4. Install sediment controls
5. Stabilize soils
6. Protect slopes
7. Protect drain inlets
8. Stabilize channels and outlets

9. Control pollutants
10. Control dewatering
11. Maintain BMPs
12. Manage the project.

Minimum Requirement #3: Source Control of Pollution

TIP: MR 3 applies primarily to Commercial and Industrial projects (see Volume I, Section 4.2). If the project is residential, this Minimum Requirement may be skipped.

☐ All known, available, and reasonable source control BMPs applicable to the project type have been applied. Source control BMPs include operational BMPs and structural source control BMPs outlined in SWMMWW Volume IV (for construction sites, see Volume II).

Minimum Requirement #4: Preservation of Natural Drainage Systems and Outfalls

☐ Natural drainage patterns are maintained, and discharges from the project site occur at the natural location, to the maximum extent practicable. The manner by which runoff is discharged from the project site should not cause a significant adverse impact to downstream receiving waters and downgradient properties.

☐ All stormwater outfalls have necessary energy dissipation.

TIP: The municipality may have different requirements for conveyance system sizing and capacity analyses. The information below is excerpted from the SWMMWW and may be relevant if no conveyance system exists at the abutting downstream property line and the natural (existing) discharge is unconcentrated.

a. If the 100-year recurrence interval peak discharge is less than or equal to 0.2 cubic feet per second under existing conditions and will remain less than or equal to 0.2 cubic feet per second under developed conditions, then the concentrated runoff may be discharged onto a rock pad or to any other system that serves to disperse flows.

b. If the 100-year recurrence interval peak discharge is less than or equal to 0.5 cubic feet per second under existing conditions and will remain less than or equal to 0.5 cubic feet per second under developed conditions, then the concentrated runoff may be discharged through a dispersal trench or other dispersal system, provided the applicant can demonstrate that there will be no significant adverse impact to downhill properties or drainage systems.

c. If the 100-year recurrence interval peak discharge is greater than 0.5 cubic feet per second for either existing or developed conditions, or if a significant adverse impact to downgradient properties or drainage systems is likely, then a conveyance system must be provided to convey the concentrated runoff across the downstream properties to an acceptable discharge point (i.e., an enclosed drainage system or open drainage feature where concentrated runoff can be discharged without significant adverse impact).

Minimum Requirement #5: Onsite Stormwater Management

☐ Project employs onsite stormwater management BMPs to infiltrate, disperse, and retain stormwater runoff onsite to the maximum extent feasible without causing flooding or erosion impact.

☐ The following BMPs have been applied to the maximum extent feasible. If not applied, the proponent has documented why the BMPs are not feasible or necessary:

a. Non-Pollution Generating Impervious Surfaces (NPGIS):
    a. Downspout infiltration systems (Volume III, Section 3.1.1)
    b. Downspout dispersion systems (Volume III, Section 3.1.22)

b. Pollution Generating Impervious Surfaces (PGIS):
    a. Concentrated flow dispersion, BMP T5.11 (Volume V, Section 5.3.1)
    b. Sheet flow dispersion, BMP T5.12 (Volume V, Section 5.3.1)

c. All land disturbed by the project (except for areas covered by impervious surfaces):
    a. Post-Construction Soil Quality and Depth, BMP T5.13 (Volume V, Section 3.14). Note that there are no feasibility constraints for this required BMP.

Minimum Requirement #6: Runoff Treatment

Project Threshold: A stormwater treatment facility (or facilities) must be constructed only if:

Total effective, pollution-generating impervious surface (PGIS) is 5,000 sq ft or more in a Threshold Discharge Area (TDA), or

a. The total of PGIS surfaces is three-quarters of an acre or more in a TDA and there is a surface discharge in a natural or man-made conveyance system from the site. (Section 2.5.6)

b. PGIS surfaces that are dispersed in accordance with the dispersion BMPs in Volume V, Section 5.3.1 are not considered effective pollution generating impervious surfaces.

☐ Calculations have been provided to confirm that the designed facility is in agreement with the facility sizing in the SWMMWW including design storm and design criteria listed in Volume V.

☐ If the project discharges directly (or, indirectly through a municipal storm sewer system, but **not** through a creek) to one of the following waterways, only Basic Treatment is required:

a. *This list will be Municipality specific. See Volume I, Appendix I-C for a list of Basic Treatment Receiving Waters and insert all that apply to your community.*

☐ Enhanced Treatment[1] is provided for reduction of dissolved metals (Volume I, Section 2.4.6) because the project:

a. Discharges to a fish-bearing stream, lake, or to waters or conveyance systems tributary to a fish-bearing stream or lake (excluding basic treatment waters identified above); and

b. Is an industrial project site, or

c. A commercial project site, or

d. A multifamily project site, or

e. A high design year average daily traffic road (additional conditions apply, see Volume I, page 4-9).

☐ Project does not discharge untreated stormwater from pollution-generating impervious surfaces to groundwater. Direct discharge of untreated stormwater from pollution-generating impervious surfaces to groundwater must be prohibited.

☐ Project provides necessary Phosphorus Treatment.

☐ Project is a high-use site that provides Oil Treatment.

☐ Project establishes a maintenance schedule in accordance with SWMMWW Volume V.

Minimum Requirement #7: Flow Control

Project Threshold: A flow control facility and/or land management BMPs that will achieve the standard flow control requirement for Western Washington is required if a project's:

a. Total effective, impervious surface is 10,000 sq ft or more in a Threshold Discharge Area (TDA), or

b. The total of PGIS surfaces is three-quarters of an acre or more of native vegetation to lawn or landscape, or convert 2.5 acres or more of native vegetation to pasture in a TDA from which there is a surface discharge in a natural or man-made conveyance system, or

c. The project, **through a combination of effective impervious surfaces and converted pervious surfaces** cause a 0.1 cubic foot per second (cfs) increase in the 100-year flow frequency from a TDA as estimated by the WWHM or other approved model. (Section 2.5.7)

☐ Verify if the project discharges directly or indirectly through a municipal stormwater system with sufficient capacity (but **not** through a creek) into one of the following flow control-exempt receiving waters. If so, no flow control facilities are required. (Additional restrictions also apply, see Volume I, Section 2.4.7):

a. *This list will be Municipality specific. See Volume I, Appendix I-E for a list of Flow Control-Exempt Surface Waters and insert all that apply to your community.*

[1] Developments with a mix of land use types shall apply Enhanced Treatment requirements when the runoff from the areas subject to Enhanced Treatment comprise at least 50% of the total runoff within a TDA.

☐ Calculations confirm that the designed facility is in agreement with the facility sizing in the WWHM.

Minimum Requirement #8: Wetlands Protection

Project applicability: If the project discharges into a wetland, either directly or indirectly through a conveyance system, this MR applies. If not, this MR does not apply.

☐ The project demonstrates maintenance of hydrologic conditions, hydrophytic vegetation, and substrate characteristics necessary to support existing and designated wetland uses. The hydrologic analysis shall use the existing land cover condition to determine the existing hydrologic conditions unless directed otherwise by a regulatory agency with jurisdiction.

TIP: Consult Volume I, Appendix I-D, "Wetlands and Stormwater Management Guidelines" Guide Sheet 2B when discharging to natural wetlands and wetlands constructed as mitigation.

Minimum Requirement #9: Basin/Watershed Planning[2]

☐ If a Municipality approved community plan or basin plan exists for the project area, confirm proponent has consulted with the Municipality to determine whether equivalent or more stringent minimum requirements for erosion control, source control, treatment, and O&M, are identified in the basin/watershed plan.

NOTE: All basin plans which change the default standards must be approved by Ecology and adopted by all municipalities in the basin.

Minimum Requirement #10: Operation and Maintenance

☐ Includes an Operation and Maintenance plan meeting the requirements of Volume I, Section 2.5.10 and Volume V, Section 4.6 for all proposed stormwater facilities and BMPs. Identifies the party (or parties) responsible for maintenance and operation.

☐ If either Minimum Requirement #6 or #7 is included, includes an Operations and Maintenance Manual.

[2] The Manual refers to Basin Plans in Minimum Requirement #9, while Appendix 1 of the Municipal Stormwater Permit refers to Operations and Maintenance in Minimum Requirement #9.

City of Aberdeen Stormwater Requirements for Residential Development

Owner Name: _____

Site Address: _____

Phone Number: _____

The minimum requirements for all residential development permits are to mitigate stormwater runoff to neighboring properties and to address potential stormwater pollution due to construction.

The requirements for the mitigation of stormwater runoff to neighboring properties are determined on a case by case basis and requirements for this development are listed below in the comments section. In addition, all single family residential development must meet construction requirements for stormwater listed below.

Comments Section:

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Minimum Requirement #2 requires that the 12 Elements of Construction Stormwater Pollution Prevention be addressed. Each of the 12 elements must be considered and implemented where applicable unless site conditions render the element unnecessary. Project applicants must refer to SWMMWW Volume II, Section 3.2 for the full list of applicable requirements. The 12 elements are:

1. Mark clearing limits
2. Establish construction access
3. Control flow rates
4. Install sediment controls
5. Stabilize soils
6. Protect slopes
7. Protect drain inlets
8. Stabilize channels and outlets
9. Control pollutants
10. Control dewatering
11. Maintain BMPs
12. Manage the project.

SWMMWW: Stormwater Management Manual for Western Washington

Manual is located online at - http://www.ecy.wa.gov/programs/wq/stormwater/manual.html

Standard City of Aberdeen Construction Stormwater Pollution Prevention Plan (CSWPPP)

A. Applicability:

1. Projects that add or replace less than 2,000 square feet of impervious surface or disturb less than 7,000 square feet of land are not required to prepare a Construction SWPPP, but must consider all of the twelve Elements of Construction Stormwater Pollution Prevention and develop controls for all elements that pertain to the project site.

2. Projects in which the new, replaced, or new plus replaced impervious surfaces total 2,000 square feet or more, or disturb 7,000 square feet or more of land must prepare a Construction SWPP Plan (SWPPP) as part of the Stormwater Site Plan. Each of the twelve elements must be considered and included in the Construction SWPPP unless site conditions render the element unnecessary and the exemption from that element is clearly justified in the narrative of the SWPPP.

B. Project Information:

1. Responsible Party

Name:_____
Mailing Address:_____
Email:_____
Phone (Day):_____
Phone (Evening):_____

Project Description:_____
_____

2. Location: _____

3. New, replaced, or new plus replaced impervious surfaces

- ☐ Less than 2,000ft^2 (no further information needed - sign certification at end of form)
- ☐ 2,000ft^2 (complete remainder of SWPPP and sign certification at end of form)

4. Land disturbance

- ☐ Less than 7,000ft^2 and less than 2,000ft^2 impervious (no further information needed – sign certificate at end of form)
- ☐ 7,000ft^2 or greater (complete remainder of SWPPP and sign certification at end of form)

5. If construction site is one acre or larger, the project requires a Certified Erosion and Sediment Control Specialist

Name: _____
Phone (Day):_____
Phone (Evening):_____

C. Elements of Construction Stormwater Pollution Prevention Plan (SWPPP)

Pre-application Meeting

It is recommended that the applicant have a pre-application meeting with city stormwater staff prior to submitting this form to discuss any special concerns or requirements

Element 1: Mark Clearing Limits

- Prior to beginning land disturbing activities, including clearing and grading, all clearing limits, sensitive areas and their buffers, and trees that are to be preserved within the construction area shall be clearly marked, both in the field and on the plans, to prevent damage and offsite impacts.

- Plastic, metal, or stake wire fence may be used to mark the clearing limits.

- The duff layer, native top soil, and natural vegetation shall be retained in an undisturbed state to the maximum extent practicable. If it is not practicable to retain the duff layer in place, it should be stockpiled on-site, covered to prevent erosion, and replaced immediately upon completion of the ground disturbing activities.

Additional comments:_____
_____
City comments:_____
_____

Element 2: Establish Construction Access

- Construction vehicle access and exit shall be limited to one route, if possible, or two linear projects such as roadways where more than one access is necessary for large equipment maneuvering.

- Access points shall be stabilized with a pad of quarry spalls or crushed rock prior to traffic leaving the construction site to minimize the tracking of sediment onto public roads.

- Wheel wash or tire baths should be located on-site, if applicable.

- If sediment is tracked off site, public roads shall be cleaned thoroughly at the end of each day, or more frequently during wet weather, if necessary to prevent sediment from entering waters of the state. Sediment shall be removed from roads by shoveling or pickup sweeping and shall be transported to a controlled sediment disposal area. Street washing will be allowed only after sediment is removed in this manner.

- Street wash wastewater shall be controlled by pumping back on-site, or otherwise be prevented from discharging into systems tributary to state surface waters.

Additional comments: _____

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City comments:_____

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Element 3: Control Flow Rates

- Properties and waterways downstream from development sites shall be protected from erosion due to increases in the volume, velocity, and peak flow rate of stormwater runoff from the project, as required by the city.

- Downstream analysis is necessary if changes in flows could impair or alter conveyance systems, stream banks, bed sediment or aquatic habitat.

- Where stormwater retention/detention facilities are required they should be constructed as one of the first steps in grading. Detention facilities where required shall be functional prior to construction of site improvements (e.g. impervious surfaces)

- The city may require pond designs that provide additional stormwater flow control if necessary to address local conditions or to protect properties and waterways downstream from erosion due to increases in the volume, velocity, and peak flow rate of stormwater runoff from the project site.

- If permanent infiltration ponds are used for flow control during construction, these facilities should be protected from siltation during the construction phase.

Additional comments:_____

_____

City comments:_____

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Element 4: Install Sediment Controls

- Prior to leaving a construction site, or prior to discharge to an infiltration facility, stormwater runoff from disturbed areas shall pass through a sediment pond or other appropriate sediment removal BMP. Runoff from fully stabilized areas may be discharged without a sediment removal BMP, but must meet the flow control performance standard of Element #3, bullet #1. Full stabilization means concrete or asphalt paving; quarry spalls used as ditch lining; or the use of rolled erosion products, a bonded fiber matrix product, or vegetative cover in a manner that will fully prevent soil erosion. The city shall inspect and approve areas stabilized by means other than pavement or quarry spalls.

- Sediment ponds, vegetated buffer strips, sediment barriers or filters, dikes, and other BMPs intended to trap sediment on-site shall be constructed as one of the first steps in grading. These BMPs shall be functional before other land disturbing activities take place.

- Earthen structures such as dams, dikes, and diversions shall be seeded and mulched according to the timing indicated in Element #5.

- BMPs intended to traps sediment on site must be located in a manner to avoid interference with the movement of juvenile salmonids attempting to enter off-channel areas or drainages, often during non-storm events, in response to rain event changes in stream elevation or wetted area.

Additional comments: _____

_____

City comments:_____

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Element 5: Stabilize Soils

- All exposed and unworked soils shall be stabilized by application of effective BMPs that protect the soil from the erosive forces of raindrop impact and flowing water, and wind erosion.

- From October 1 through April 30, no soils shall remain exposed and unworked for more than 2 days. From May 1 to September 30, no soils shall remain exposed and unworked for more than 7 days. This condition applies to all soils on site, whether at final grade or not. These time limits may be adjusted by the city current weather forecasts justifies a different standard.

- Soils shall be stabilized at the end of the shift before a holiday or weekend if needed based on the weather forecast.

- Applicable practices include, but are not limited to, temporary and permanent seeding, sodding, mulching, plastic covering, soil application of polyacrylamide (PAM), the early application of gravel base on areas to be paved, and dust control.

- Soil stabilization measures selected should be appropriate for the time of year, site conditions, estimated duration of use, and potential water quality impacts that stabilization agents may have on downstream waters or ground water.

- Soil stockpiles must be stabilized from erosion, protected with sediment trapping measures, and when possible, be located away from the drain inlets, waterways and drainage channels.

- Linear construction activities, including right-of-way and easement clearing, roadway development, pipelines, and trenching for utilities, shall be conducted to meet the soil stabilization requirement. Contractors shall install the bedding materials, roadbeds, structures, pipelines, or utilities and re-stabilize the disturbed soils (unless current weather forecasts justifies a different standard) so that:

- From October 1 through April 30 no soils shall remain exposed and unworked for more than 2 days; and

- From May 1 to September 30, no soils shall remain exposed and unworked for more than 7 days.

Additional comments: _____

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City comments:_____

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Element 6: Protect Slopes

- Cut and fill slopes shall be designed and constructed in a manner that will minimize erosion.

- Consider soil type and its potential for erosion.

- Reduce slope runoff velocities by reducing the continuous length of slope with terracing and diversions, reduce slope steepness, and roughen slope surfaces.

- Off-site stormwater (run-on) shall be diverted away from slopes and disturbed areas with interceptor dikes and/or swales. Off-site stormwater should be managed separately from stormwater generated on the site.

- At the top of slopes, collect drainage in pipe slope drains or protected channels to prevent erosion. Temporary pipe slope drains shall handle the peak flow from a 10 year, 24 hour event assuming Type 1A rainfall distribution. Alternatively, the 10-year and 25-year, 1-hour flow rates indicated by an approved continuous runoff model, increased by a factor of 1.6, may be used. Consult the local drainage requirements for sizing permanent pipe slope drains.

- Provide drainage to remove ground water intersecting the slope surface of exposed soil areas.

- Excavated material shall be placed on the uphill side of trenches, consistent with safety and space considerations.

- Check dams shall be placed at regular intervals within channels that are cut down a slope.

- Stabilize soils on slopes, as specified in Element #5.

Additional comments: _____

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City comments:_____

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Element 7: Protect Drain Inlets

- All storm drain inlets made operable during construction shall be protected so that stormwater runoff shall not enter the conveyance system without first being filtered or treated to remove sediment.

- All approach roads shall be kept clean. All sediment and street wash water shall not be allowed to enter storm drains without prior and adequate treatment unless treatment is provided before the storm drain discharges to water of the State.

- Inlets should be inspected weekly, at a minimum and daily during storm events. Inlet protection devices should be cleaned or removed and replaced when sediment has filled one-third of the available storage (unless a different standard is specified by the product manufacturer)

Additional comments: _____

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City comments:_____

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Element 8: Stabilize Channels and Outlets

- All temporary on-site conveyance channels shall be designed, constructed and stabilized to prevent erosion from the expected peak 10 minute velocity of flow from a Type 1A, 10-year and 24-hour frequency storm for the development condition. Alternatively, the 10-year, 1-hour flow rate indicated by an approved continuous runoff model, increased by a factor of 1.6, may be used.

- Stabilization, including armoring material, adequate to prevent erosion of outlets, adjacent stream banks, slopes and downstream reaches shall be provided at the outlets of all conveyance systems.

Additional comments: _____

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City comments:_____

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Element 9: Control Pollutants

- All pollutants, including waste materials and demolition debris, that occur on-site shall be handled and disposed of in a manner that does not cause contamination of stormwater. Woody debris may be chopped and spread on site.

- Cover, containment, and protection from vandalism shall be provided for all chemicals, liquid products, petroleum products, and non-inert wastes present on the site (see Chapter 173-304 WAC for the definition of inert waste). On-site fueling tanks shall include secondary containment.

- Maintenance and repair of heavy equipment and vehicles involving oil changes, hydraulic system drain down, solvent and de-greasing cleaning operations, fuel tank drain down and removal, and other activities which may result in discharge or spillage of pollutants to the ground or into stormwater runoff must be conducted using spill prevention measures, such as drip pans. Contaminated surfaces shall be cleaned immediately following any discharge or spill incident. Emergency repairs may be performed on-site using temporary plastic placed beneath, and, if raining, over the vehicle.

- Wheel wash or tire bath wastewater, shall be discharged to a separate on-site treatment system or to the sanitary sewer.

- Application of agricultural chemicals, including fertilizers and pesticides, shall be conducted in a manner and at application rates that will not result in loss of chemical to stormwater runoff. Manufacturers' recommendations for application rates and procedures shall be followed.

- BMPs shall be used to prevent or treat contamination of stormwater runoff by pH modifying sources. These sources include, but are not limited to, bulk cement, cement kiln dust, fly ash, new concrete washing and curing waters, waste streams generated from concrete grinding and sawing, exposed aggregate processes, and concrete pumping and mixer without waters. Stormwater discharges shall not cause or contribute to a violation of the water quality standard for pH in the receiving water.

- Construction sites with significant concrete work shall adjust the pH of stormwater if necessary to prevent violations of water quality standards.

Additional comments: _____

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City comments:_____

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Element 10: Control De-Watering

- Foundation, vault, and trench de-watering water, which has similar characteristics to stormwater runoff at the site, shall be discharged into a controlled conveyance system prior to discharge to a sediment trap or sediment pond. Channels must be stabilized, as specified in Element #8.

- Clean, non-turbid de-watering water, such as well-point ground water, can be discharged to systems tributary to state surface waters, as specified in Element #8, provided the de-watering flow does not cause erosion or flooding of receiving waters. These clean waters should not be routed through a stormwater sediment pond.

- Other disposal options, depending on site constraints, may include: 1) infiltration, 2) transport off-site in a vehicle, such as a vacuum flush truck, for legal disposal in a manner that does not pollute state waters, 3) Ecology-approved on-site chemical treatment or other suitable treatment technologies, 4) sanitary sewer discharge with local sewer district approval, if there is no other option, or 5) use of sedimentation bag with outfall to a ditch or swale for small volumes of localized dewatering.

Additional comments: _____

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City comments:_____

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Element 11: Maintain BMPs

- All temporary and permanent erosion and sediment control BMPs shall be maintained and repaired as needed to assure continued performance of their intended function. All maintenance and repair shall be conducted in accordance with BMP specifications.

- All temporary erosion and sediment control BMPs shall be removed within 30 days after final site stabilization is achieved or after the temporary BMPs are no longer needed. Trapped sediment shall be removed or stabilized on site. Disturbed soil areas resulting from removal of BMPs or vegetation shall be permanently disabled.

Additional comments: _____

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City comments:_____

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Element 12: Manage the Project

- Phasing of Construction – Development projects shall be phased where feasible in order to prevent soil erosion and, to the maximum extent practicable, the transport of sediment from the site during construction. Revegetation of exposed areas and maintenance of that vegetation shall be an integral part of the clearing activities for any phase.

- Clearing and grading activities for development shall be permitted only if conducted pursuant to an approved site development plan (e.g. subdivision approval) that establishes permitted areas of clearing, grading, cutting, and filling. When establishing these permitted clearing and grading areas, considering should be given to minimizing removal of existing trees and minimizing disturbance/compaction of native soils except as needed for building purposes. These permitted clearing and grading areas and any other areas required to preserve critical or sensitive areas, buffers, native growth protection easements, or tree retention areas as may be required by the city, shall be delineated on the site plans and the development site.

- Seasonal Work Limitations – From October 1 through April 30, clearing, grading, and other soil disturbing activities shall only be permitted if shown to the satisfaction of the city that silt-laden runoff will be prevented from leaving the site through a combination of the following:

1. Site conditions including existing vegetative coverage, slope, soil type and proximity to receiving waters; and
2. Limitations on activities and the extent of disturbance areas; and

3. Proposed erosion sediment control measures

- Based on the information provided and/or local weather conditions, the city may expand or restrict the seasonal limitation on site disturbance. The city shall take enforcement action – such as a notice of violation, administrative order, penalty, or stop-work order under the following circumstances:

  - If, during the course of any construction activity or soil disturbance during the seasonal limitation period, sediment leaves the construction site causing a violation of the surface quality standard; or

  - If clearing and grading limits or erosion and sediment control measures shown in the approved plan are not maintained.

The following activities are exempt from the seasonal clearing and grading limitations:

1. Routine maintenance and necessary repair of erosion and sediment control BMPs;
2. Routine maintenance of public facilities or existing utility structures that do not expose the soil or result in the removal of the vegetation cover to soil; and
3. Activities where there is one hundred percent infiltration of surface water runoff within the site in approved and installed erosion and sediment control facilities.

- Coordination with Utilities and Other Contractors – The primary project proponent shall evaluate, with input from utilities and other contractors, the stormwater management requirements for the entire project, including the utilities, when preparing the Construction SWPPP.

  Inspection and Monitoring – All BMPs shall be inspected, maintained, and repaired as needed to assure continued performance of their intended function. Site inspections shall be conducted by a person who is knowledgeable in the principles and practices of erosion and sediment control. The person must have the skills to 1) assess the site conditions and construction activities that could impact the quality of stormwater, and 2) assess the effectiveness of erosion and sediment control measures used to control the quality of stormwater discharges.

- For construction sites one acre or larger that discharge stormwater to surface waters of the state, a Certified Erosion and Sediment Control Specialist shall be identified in the Construction SWPPP and shall be on-site or on-call at all times. Certification may be obtained through an approved training program that meets the erosion and sediment control training standards established by Ecology.

Whenever inspection and/or monitoring reveals that the BMPs identified in the Construction SWPPP are inadequate, due to the actual discharge of or potential to discharge a significant amount of any pollutant, appropriate BMPs or design changes shall be implemented as soon as possible.

- Maintaining an Updated Construction SWPPP – The Construction SWPPP shall be retained on site or within reasonable access to the site.

- The SWPPP shall be modified whenever there is a significant change in the design, construction, operation, or maintenance at the construction site that has, or could have, a significant effect on the discharge of pollutants to waters of the state.

- The SWPPP shall be modified, if during inspections or investigations conducted by the owner/operate, or the applicable local or state regulatory authority, it is determined that the SWPPP is ineffective in eliminating or significantly minimizing pollutants in stormwater discharges from the site. The SWPPP shall be modified as necessary to include additional or modified BMPs designed to correct problems identified. Revisions to the SWPPP shall be completed within seven (7) calendar days following the inspection.

Additional comments: _____

_____

City comments: _____

_____

D. Certification

I, _____, the responsible party for this project, have read and agree to abide by the provisions of this SWPPP.

_____ _____

(Signature) (Date)

_____

(Print Name)

Stormwater Plan Review Log

Projects Reviewed by Engineering Department 2012		Discharges to City System		New Impervious Area (ft^2)		Land Clearing > 7000 Req. #1-5	Construction Stormwater Pollution Prevention	Site Disturbs One Acre or Greater		Comments	Approved for Construction	
		Yes	No	> 2000-5000 Req. #1-5	> 5000 Req. #1-12			Yes	No		Date	Initial
Name	Five Star	X		X			PE Prepared	X			29-Sep	LB
Address	212 S Boone St											
Project	Site Plan & HVAC											
Date Submitted	26-Sep											
Name	Grays Harbor College		X								9-Jul	LB
Address	1620 Edward P. Smith											
Project	Pressurized Sewer Line											
Date Submitted	9-Jul											
Name	Auto Zone	X		X						Submitted in 2012 to be constructed in 2013	5-Oct	RES
Address	515 N Williams											
Project	Site Plan											
Date Submitted	28-Sep											
Name	Pasha		X	X						Port Project	30-Oct	LB
Address	1620 E. Terminal Way											
Project	Autowash Foundation											
Date Submitted	18-Oct											
Name	Pasha		X	X				X		Port Project	30-Nov	LB
Address	1620 E. Terminal Way											
Project	Autowash											
Date Submitted	6-Nov											
Name	Walmart	X					PE Prepared			No new impervious area - previously paved	24-Jan	RES
Address	909 E. Wishkah											
Project	Addition											
Date Submitted	11-Jan											

Note: The City Engineering staff does not review stormwater pans on the Port of Grays Harbor or the campus of Grays Harbor Community College. Building plans for remodels that do not change the footprint of the building or change the impervious area or do not have site grading are not reviewed for stormwater issues.

PLAN REVIEW LOG

1)

	PLANNING		BUILDING		ENGINEERING		WATER		SEWER		FIRE		ELECTRICAL	
NAME / JOB ADDRESS	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED
NAME [illegible] JOB ADDRESS 217 S[illegible] Ave.	N	A	[illegible]		N	[illegible]	[illegible]	[illegible]	N	[illegible]	[illegible]26	[illegible]	N	A
NAME [illegible] of G.H. [illegible] JOB ADDRESS 102 [illegible] Office [illegible]	10/11	10/11	10/17		N	A	12/11	[illegible]	[illegible]	10/13	12/11	10/17	N	A
NAME Logan Cooley JOB ADDRESS [illegible]	10/11	10/12	—		10/12	10/12	10/[illegible]	[illegible]	[illegible]	10/[illegible]3	10/12	[illegible]	[illegible]	[illegible]
NAME [illegible] JOB ADDRESS 311 [illegible] Sign Awning	10/13	10/13	12/13		N	A	N	[illegible]	N	[illegible]	N	[illegible]	N	[illegible]
NAME Karen Ellingson JOB ADDRESS 1120 [illegible]	11/21	11/21									11/21	11/[illegible]		
NAME Imperian JOB ADDRESS 3122 [illegible] (Truck scale)	11/29	11/29	11/29		N	A	N	A	N	A	N	A	N	A
NAME [illegible] JOB ADDRESS [illegible] E. [illegible] (Sign)	12/3	12/13	12/3		N	A	N	A	N	[illegible]	N	[illegible]	N	[illegible]
NAME [illegible] JOB ADDRESS [illegible]	[illegible]	12/12	12/12		N	A	N	A	N	[illegible]	N	[illegible]	N	[illegible]
NAME Dean [illegible] JOB ADDRESS [illegible] S I SIGN	1/17	1/20	1/17	1/17	N	A	N	A	N	A	N	A	N	A

PLAN REVIEW LOG

NAME / JOB ADDRESS	PLANNING DATE SUBMITTED	PLANNING DATE APPROVED	BUILDING DATE SUBMITTED	BUILDING DATE APPROVED	ENGINEERING DATE SUBMITTED	ENGINEERING DATE APPROVED	WATER DATE SUBMITTED	WATER DATE APPROVED	SEWER DATE SUBMITTED	SEWER DATE APPROVED	FIRE DATE SUBMITTED	FIRE DATE APPROVED	ELECTRICAL DATE SUBMITTED	ELECTRICAL DATE APPROVED
NAME RB Const. JOB ADDRESS 1608 Pacific Garage	1/30	1/31	2/[illegible]	2/6	N	A	1/31	[illegible]	1/30	2/[illegible]	2/[illegible]	[illegible]	N	A
NAME G H [illegible] JOB ADDRESS 1005 N H "" 4th Floor Sprinkler	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	2/[illegible]	[illegible]	[illegible]	A	[illegible]	2/[illegible]	[illegible]	A
NAME [illegible] JOB ADDRESS [illegible]	[illegible]	[illegible]	2/8	2/[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	2/[illegible]	2/13	2/16	2/12 A	[illegible]	[illegible]
NAME [illegible] JOB ADDRESS [illegible]	N	A					[illegible]	[illegible]	[illegible]	2/8			N	A
NAME G.H. Const. [illegible] JOB ADDRESS [illegible] Anderson Lobby Remodel	N	A	2/[illegible]	2/16	[illegible]	A	[illegible]	2/8	N	A	2/8	2/[illegible] A	N	A
NAME Sarah [illegible] JOB ADDRESS 509 Wooding?	2/17		2/15		N	A	2/14	2/15 AS NOTED	2/14	2/17	N	A	N	A
NAME [illegible] Sprinkler JOB ADDRESS 312? E. [illegible]	N	A	N	A	N	A	2/14	2/15 AS NOTED	N	A	2/14	2/22 A	N	A
NAME Rick Tatro JOB ADDRESS [illegible] (ADU)	2/15	2/15	2/17		[illegible]	[illegible] AS NOTED	2/15	2/15	2/15	2/17	2/17	2/24	N	A
NAME [illegible] JOB ADDRESS [illegible] (Dwelling)	2/16	2/16	2/24		2/22	2/27 AS NOTED	[illegible] 16	2/22	[illegible] 16	2/24	[illegible] 24	[illegible]	N	A

PLAN REVIEW LOG

	PLANNING		BUILDING		ENGINEERING		WATER		SEWER		FIRE		ELECTRICAL	
	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED
NAME WESCO CONST JOB ADDRESS PAINT BOOTH [illegible] WAY	2/23	[illegible]	[illegible]		[illegible]	[illegible]	N	[illegible]	[illegible]	[illegible]	2/23	3/1	N	A
NAME [illegible] JOB ADDRESS [illegible]	[illegible]	2/23	[illegible]	2/23	[illegible]	[illegible]	N	[illegible]	[illegible]	[illegible]	N	A	N	A
NAME [illegible] JOB ADDRESS [illegible] E [illegible]	[illegible]	2/27	2/28	3/6	[illegible]	A	2/27	[illegible]	2/27	2/28	2/28	3/8	[illegible]	[illegible]
NAME [illegible] STA[illegible] JOB ADDRESS [illegible] SPRINKLER	N	A	N	A	[illegible]	[illegible]	3/2	3/4	[illegible]	[illegible]	[illegible]	3/12	N	A
NAME [illegible] JOB ADDRESS [illegible] WAY	[illegible]	[illegible]	3/		[illegible]	[illegible]	N	A	N	A	3/7	3/13	[illegible]	A
NAME [illegible] JOB ADDRESS [illegible] ANTENNAS	3/7						N	A	N	A				
NAME Jason Lagergren JOB ADDRESS 220 W 5th (garage)	3/7						3/7	3/7	3/8	3/12	3/13	3/14	N	A
NAME [illegible] JOB ADDRESS [illegible] POLE PLUS	3/26	3/27	4/2	4/2	3/28	4/2	[illegible]	3/26	3/26	3/27	[illegible]	3/30	[illegible]	[illegible]
NAME Robert Fletcher JOB ADDRESS 316 Scott (garage)	4/5	4/5 AS NOTED	4/5	4/[illegible]	4/5	4/[illegible]	4/2	4/2	4/2	4/5	4/2	4/4	N	A

PLAN REVIEW LOG

NAME / JOB ADDRESS	PLANNING		BUILDING		ENGINEERING		WATER		SEWER		FIRE		ELECTRICAL	
	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED
NAME [illegible] JOB ADDRESS 1006 N H Fire Alarm	N	A	N	A	N	A	N	A	N	A	4/3	4/16	N	A
NAME [illegible] Signs ([illegible]) JOB ADDRESS 715 W Marion	4/4	4/4	4/14	4/4	N	NA	N	NA	N	NA	N	NA	N	NA
NAME Lou Manzoni JOB ADDRESS 1315 Pioneer Blvd. (New Dwelling)	4/13	4/13	4/13	4/13	4/13	4/30	4/13	4/13	4/10		4/10	4/13	N	14
NAME Karla Shoees JOB ADDRESS 1514 North [illegible]	4/13	4/13	4/17	4/20	4/13	5/11	4/13	4/13	[illegible]	4/14	4/13	4/11	N	A
NAME [illegible] Siding JOB ADDRESS 1103 E. Wishkah	N	A	N	A	N	A	4/13	4/20 AS NOT	N	A	4/13	4/20	N	A
NAME ~~Fire Sys~~ JOB ADDRESS 212 S Boone Fire Alarm	N	A	N	A	N	A	N	A	N	A	[illegible]	4/25	N	A
NAME Robert Gray Fire Alarm Blue JOB ADDRESS 212-214 E Wish.	N	A	N	A	N	A	N	A	N	A	5/1	5/15	N	A
NAME [illegible] Foundation/Face JOB ADDRESS [illegible]	[illegible]	[illegible]	5/	5/3	N	A	[illegible]	5/10	[illegible]	5/14	N	A	N	A
NAME Papa Murphy's Sign JOB ADDRESS [illegible] E Wishkah	[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]		[illegible]	

PLAN REVIEW LOG

NAME / JOB ADDRESS	PLANNING Date Submitted	PLANNING Date Approved	BUILDING Date Submitted	BUILDING Date Approved	ENGINEERING Date Submitted	ENGINEERING Date Approved	WATER Date Submitted	WATER Date Approved	SEWER Date Submitted	SEWER Date Approved	FIRE Date Submitted	FIRE Date Approved	ELECTRICAL Date Submitted	ELECTRICAL Date Approved
NAME: G.H. College HVAC JOB ADDRESS: 1620 Edward P. Smith 300 Bldg	N	A	5/17	6/12	N	A	N	A	N	A	[illegible]	5/29	N	A
NAME: G.H. College Brick Repair JOB ADDRESS: 1620 Ed P. Smith 300 Bldg	N	A	[illegible]	3/14	N	A	N	A	N	A	N	A	N	A
NAME: [illegible] JOB ADDRESS: 212 [illegible]	5/[illegible]	[illegible]	5/23		N	A	N	A	N	A	N	A	N	A
NAME: [illegible] JOB ADDRESS: 908 Harvard [illegible]	[illegible]	5/23	5/25		N	[illegible]	[illegible]	[illegible]	5/23	5/24	5/20	5/29	[illegible]	
NAME: Daily Stend JOB ADDRESS: 1503 Evans [illegible]			5/30				5/29	5/29	5/29	6/14	5/29	5/29	N	A
NAME: [illegible] Hoffman JOB ADDRESS: 1006 N "H" 5th Flr Remodel	[illegible]						5/29	5/29	[illegible]		5/29	7/10		
NAME: G.H College Remodel JOB ADDRESS: 1620 Edward P Smith	N	A	6/26		N	A	N	A	N	A	N	A	N	A
NAME: Scott Berk[illegible] 2nd Set 7/5/12 JOB ADDRESS: 1301 Madison [illegible]	7/6	7/[illegible]	7/9	7/17	7/19	7/19	7/6	7/19	6/26	7/19	[illegible]	7/12	N	A
NAME: G.H.-College 9a Bldg. Fire Alarm JOB ADDRESS: 1620 Edward P Smith	N	A	N	A	N	A	N	A	N	A	6/22	6/27	N	A

PLAN REVIEW LOG

	PLANNING		BUILDING		ENGINEERING		WATER		SEWER		FIRE		ELECTRICAL	
NAME / JOB ADDRESS	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED
2)		7/			7/	N/				7/				
		9			19	A				123				
GHCH SHELTER HVAC	N				N		N		N		6/	7/	N	
		A				A		A		A	22	12		A
5TH Floor	N				N		7/	7/13	N		7/	7/	N	
		A				A	13	As Noted		A	13	18		A
CONCRETE RETAINING WALL	7	7/	7/				N		N				N	
600 Blk	17	1/	17											A
7/31/12 HOLD FOR ENGINEERING	7/		7/				7/12		7/	7/		7/	N	
	31		26						23		27	31		
MICHAEL QUANNE	N		7/	7/	N		N		N				N	
		A	30	31		A		A		A		A		A
8/1/12 CONTRACTOR			7/	7/							7/	7/		
			30	31							30	31		
				7/21										
		2/		5/										
		22		21										

PLAN REVIEW LOG

	PLANNING		BUILDING		ENGINEERING		WATER		SEWER		FIRE		ELECTRICAL	
	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED
NAME [illegible]	8/		8/	8/										
JOB ADDRESS [illegible] SIGN			17	21										
NAME Galt Community Hospital											8/	8/		
JOB ADDRESS [illegible] FIRE ALM.											29	30		
NAME [illegible]							9/	9/6						
JOB ADDRESS 415 W. Wisconsin (Remodel)							4	As Noted						
NAME Bob Electric									9/10		9/13			
JOB ADDRESS 316 E. Scott (Addition)								9/20		9/20				
NAME [illegible]														
JOB ADDRESS [illegible]														
NAME [illegible]														
JOB ADDRESS [illegible]														
3) NAME Auto Zone	9/		10/	10/	10/		9/	10/	10	10	10	10/5		
JOB ADDRESS 515 N Williams	28		15	19	5		28	As Noted						
NAME [illegible] Specialties								10/	N		10			
JOB ADDRESS [illegible]							11	11			11			
NAME Coastal Pipe [illegible]	10	12	10		N		10	12			12	12/15	N	
JOB ADDRESS [illegible]			15				11	12						

PLAN REVIEW LOG

NAME / JOB ADDRESS	PLANNING DATE SUBMITTED	PLANNING DATE APPROVED	BUILDING DATE SUBMITTED	BUILDING DATE APPROVED	ENGINEERING DATE SUBMITTED	ENGINEERING DATE APPROVED	WATER DATE SUBMITTED	WATER DATE APPROVED	SEWER DATE SUBMITTED	SEWER DATE APPROVED	FIRE DATE SUBMITTED	FIRE DATE APPROVED	ELECTRICAL DATE SUBMITTED	ELECTRICAL DATE APPROVED
NAME All [illegible] Sign JOB ADDRESS 521 W [illegible]	12/16	10/16	11/10		N	A	N	A	N	[illegible]	N	[illegible]	N	[illegible]
NAME [illegible] JOB ADDRESS 506 [illegible]	[illegible]		[illegible]		N	A	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		
4) NAME [illegible] (autowash) JOB ADDRESS 1620 [illegible]	10/18	10/23	10/17	11/14	N	A	N	A	N	A	10/[illegible]	[illegible]	N	A
5) NAME [illegible] JOB ADDRESS 1620 [illegible]	11/6	[illegible]	[illegible]	[illegible]	11/26	11/30	11/6	[illegible]	[illegible]/17	11/20	[illegible]	11/[illegible]	N	A
NAME [illegible] JOB ADDRESS 1620 [illegible]											11/6	11/6		
NAME Culb[illegible] JOB ADDRESS [illegible]	11/1	[illegible]/17	[illegible]	11/19	N	A	N	A	N	A	N	[illegible]	N	A
NAME [illegible] (SIGN) JOB ADDRESS [illegible]	11/28	11/28	11/28		[illegible]	A	[illegible]	A	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	
NAME [illegible] JOB ADDRESS 306 N "H" [illegible]	12/11	12/20			V	A	12/17	12/[illegible]	[illegible]	12/20	12/12	12/13	N	A
NAME Robert Rau[illegible] JOB ADDRESS 1613 17th CARP[illegible]	[illegible]	12/A	12/19	12/[illegible]	12/[illegible]	[illegible]	N	A	N	A	1/3	1/5	N	A

PLAN REVIEW LOG

	PLANNING		BUILDING		ENGINEERING		WATER		SEWER		FIRE		ELECTRICAL	
	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED	DATE SUBMITTED	DATE APPROVED
6) NAME			1	1	1		12	1	1	3	12	1/7	N	
JOB ADDRESS 909 E. Wisconsin Normal			11	1/7	1	1	26	2	2	5	2	1/7		A
NAME Robert Rennert											1/3	1/3		
JOB ADDRESS 1613 W. 7th														
NAME														
JOB ADDRESS														
NAME	1	1	1	1	1		1/8	1	1		1	1	N	
JOB ADDRESS	15	15	13	27	15		8	11	15		11	1/18		
NAME	1	1	1	1	N		1		1	1	1	1	N	
JOB ADDRESS 310	14	14	22	23		1	14	1	14	29	14	22		A
NAME	1		1	1					1		1	1/17	N	
JOB ADDRESS			14	17							17	1/17		A
NAME DAVID CANNING	1													
JOB ADDRESS 1 COPY	16													
NAME	N		N		N		1	1/17			1	1	N	
JOB ADDRESS 913		1		1		1	17				1	2		
NAME	1	1			1	2	1	1	1		1	1/7	N	
JOB ADDRESS	29	29				1	7	7		5	7	1/7		A

Municipal Facility Stormwater Inspections

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No.	Maintenance Yard	Inspector:	Rick Sangder	
Address / Location	1101 W Heron	Date:	9/24/12	
Inspection Type	Annual Inspection ✓			
	Routine Maint. ✓	Last Rainfall	< 24 Hours	✓
	Public Concern		1-3 Days	
	Follow Up		> 1 Week	

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			NA
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents		✓	
	B	Pipe Section/Tank			
		1 Sediment	✓		oil/water seperator – Vactor out
		2 Cracks		✓	
		3 Structural Damage		✓	
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'			NA
	B	Structural Integrity			
	C	Cleanout Gate			
		1 Operational			
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear		✓	
	B	Sump < 1/3 Full	✓		Vactor
	C	Structural Integrity		✓	
	D	Vegetation		✓	
	E	Visible Polution		✓	
	F	Cover		✓	
	G	Ladder		✓	
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V. Debris Barrier					
	A	Clear of Trash			NA
	B	Bars			↓
	C	Other			↓
VI. Energy Dissipators					
	A	Rock Pad			NA
	B	Dispersion Trench			
		1 Accumulated Sediment			↓
		2 Concentrated Discharge			↓
		3 Pipe			↓
	C	Other			↓
VII. Conveyance System					
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches		✓	
		1 Accumulated Sediment		✓	
		2 Trash / Debris		✓	
		3 Vegetation		✓	
		4 Rock Lining			

Summary

Permission for entry granted by: General Inspection of Street/Water dept Maint yard.

Inspectors Comments:

- Flow Structures Working Correctly.
- Catch Basins Need to be Cleaned
- Catch Basin at end of run Should be changed to Accomadate Sediment Trap.
- Oil Water Separator needs to be Cleaned

Refer To

	Maintenance & Operation	✓
	Code Enforcement	
	Engineering	
		✓
	Meets Standard	
	Does not meet standards	

Work Completed 10/5/12

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No.	Charley Creek Dump Site	Inspector:	Rick Snyder	
Address / Location	Charley Creek Rd	Date:	9/24/12	
Inspection Type	Annual Inspection ✓			
	Routine Maint. ✓	Last Rainfall	< 24 Hours	✓
	Public Concern		1-3 Days	
	Follow Up		> 1 Week	

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris	✓		
	B	Poisonous/Invasive Vegetation		✓	
	C	Visible Pollution		✓	
	D	Grass/Ground Cover	✓		
	E	Rodent Holes		✓	
	F	Insects		✓	
	G	Tree Growth		✓	
	H	Surface Erosion		✓	
	I	Sediment	✓		
	J	Emergency Spillway		✓	
	K	Fencing			No fencing – gate OK
	L	Gates		✓	
	M	Access Road		✓	
	N	Rock Filters		✓	
	O	Tide Gate			NA
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents			NA
	B	Pipe Section/Tank			↓
		1 Sediment			↓
		2 Cracks			↓
		3 Structural Damage			↓
	C	Other			↓
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'			NA
	B	Structural Integrity			↓
	C	Cleanout Gate			↓
		1 Operational			↓
		2 Chained			↓
	D	Orifice Plate			↓
		1 In Place			↓
		2 Obstruction Free			↓
IV.	Catch Basins / Manholes				
	A	Grate Clear			NA
	B	Sump < 1/3 Full			↓
	C	Structural Integrity			↓
	D	Vegetation			↓
	E	Visible Polution			↓
	F	Cover			↓
	G	Ladder			↓
	H	Other			↓

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash	✓		
	B	Bars		✓	
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad			
	B	Dispersion Trench			
		1 Accumulated Sediment		✓	
		2 Concentrated Discharge		✓	
		3 Pipe		✓	
	C	Other			
VII.	Conveyance System				
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			
		1 Accumulated Sediment			
		2 Trash / Debris	✓		
		3 Vegetation	✓		
		4 Rock Lining		✓	

Summary

Permission for entry granted by: _____

Inspectors Comments:

Dump Site in need of General Maintenance.

Mow & clean up garbage as required

Sediment pond is approx 2/3 full

Refer To

Maintenance & Operation	✓
Code Enforcement	
Engineering	
Meets Standard	
Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. Vactor Waste Facility
Address / Location Division Street
Inspection Type
Annual Inspection ✓
Routine Maint. ✓
Public Concern
Follow Up

Inspector: Rick Sangder
Date: 9/24/12

Last Rainfall
< 24 Hours ✓
1-3 Days
> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			NA
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents		✓	
	B	Pipe Section/Tank		✓	
		1 Sediment		✓	
		2 Cracks		✓	
		3 Structural Damage		✓	
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'		✓	
	B	Structural Integrity		✓	
	C	Cleanout Gate		✓	
		1 Operational			✓
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear	✓	✓	N/A
	B	Sump < 1/3 Full			
	C	Structural Integrity		✓	
	D	Vegetation		✓	
	E	Visible Polution		✓	
	F	Cover		✓	
	G	Ladder		✓	
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash		✓	
	B	Bars		✓	
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad			NA
	B	Dispersion Trench			
		1 Accumulated Sediment			
		2 Concentrated Discharge			
		3 Pipe			
	C	Other			
VII.	Conveyance System				
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			NA
		1 Accumulated Sediment			
		2 Trash / Debris			
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments:

Vactor Waste facility working as intended Solids are Settling out in pretreatment areas. flows are treated in oil/water Seperators before discharging to WWTP. Catch basin for parking area has Sediment and Some tracking of Materials onto the road has occured.

Refer To

Maintenance & Operation	✓
Code Enforcement	
Engineering	
Meets Standard	✓
Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. Basich Blvd Pond #1
Address / Location
Inspection Type
Annual Inspection ✓
Routine Maint.
Public Concern
Follow Up

Inspector: Rick Sanders
Date: 9/24/15

Last Rainfall
< 24 Hours ✓
1-3 Days
> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris	✓		
	B	Poisonous/Invasive Vegetation		✓	
	C	Visible Pollution		✓	
	D	Grass/Ground Cover		✓	
	E	Rodent Holes		✓	
	F	Insects		✓	
	G	Tree Growth		✓	
	H	Surface Erosion		✓	
	I	Sediment		✓	
	J	Emergency Spillway		✓	
	K	Fencing		✓	None
	L	Gates			
	M	Access Road		✓	
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents			NA
	B	Pipe Section/Tank			↓
		1 Sediment			
		2 Cracks			
		3 Structural Damage			
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'		✓	
	B	Structural Integrity		✓	
	C	Cleanout Gate			
		1 Operational		✓	
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear			NA
	B	Sump < 1/3 Full			↓
	C	Structural Integrity			
	D	Vegetation			
	E	Visible Polution			
	F	Cover			
	G	Ladder			
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash	✓		
	B	Bars		✓	
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad		✓	
	B	Dispersion Trench			
		1 Accumulated Sediment			
		2 Concentrated Discharge			
		3 Pipe			
	C	Other			
VII.	Conveyance System				
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			
		1 Accumulated Sediment			N/A
		2 Trash / Debris			↓
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments: _____

Trash to be removed

Refer To

	Maintenance & Operation	✓
	Code Enforcement	
	Engineering	
	Meets Standard	✓
	Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No.	Basich Blvd Pond #2	Inspector:	Rick Snyder
Address / Location		Date:	9/24/12
Inspection Type	Annual Inspection ✓		
	Routine Maint.	Last Rainfall	< 24 Hours ✓
	Public Concern		1-3 Days
	Follow Up		> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris		✓	
	B	Poisonous/Invasive Vegetation		✓	
	C	Visible Pollution		✓	
	D	Grass/Ground Cover		✓	
	E	Rodent Holes		✓	
	F	Insects		✓	
	G	Tree Growth		✓	
	H	Surface Erosion		✓	
	I	Sediment		✓	
	J	Emergency Spillway		✓	
	K	Fencing			NA
	L	Gates			
	M	Access Road		✓	
	N	Rock Filters		✓	
	O	Tide Gate			NA
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents			NA
	B	Pipe Section/Tank			↓
		1 Sediment			
		2 Cracks			
		3 Structural Damage			↓
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'		✓	
	B	Structural Integrity		✓	
	C	Cleanout Gate			
		1 Operational		✓	
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear			NA
	B	Sump < 1/3 Full			↓
	C	Structural Integrity			
	D	Vegetation			
	E	Visible Polution			
	F	Cover			
	G	Ladder			↓
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V. Debris Barrier					
	A	Clear of Trash		✓	
	B	Bars		✓	
	C	Other			
VI. Energy Dissipators					
	A	Rock Pad		✓	
	B	Dispersion Trench			
		1 Accumulated Sediment			
		2 Concentrated Discharge			
		3 Pipe			
	C	Other			
VII. Conveyance System					
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			
		1 Accumulated Sediment			NA
		2 Trash / Debris			
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments: _____

Refer To

Maintenance & Operation	✓
Code Enforcement	
Engineering	
Meets Standard	✓
Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. Earl Street Tank/Vault
Address / Location
Inspection Type
Annual Inspection ✓
Routine Maint.
Public Concern
Follow Up

Inspector: Rick Sangder
Date: 9/24/12

Last Rainfall
< 24 Hours ✓
1-3 Days
> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			NA
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			↓
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents		✓	
	B	Pipe Section/Tank			
		1 Sediment		✓	
		2 Cracks		✓	
		3 Structural Damage		✓	
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'		✓	
	B	Structural Integrity		✓	
	C	Cleanout Gate			
		1 Operational		✓	
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear			NA
	B	Sump < 1/3 Full			
	C	Structural Integrity			
	D	Vegetation			
	E	Visible Polution			
	F	Cover			
	G	Ladder			↓
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash	✓		ground litter
	B	Bars			
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad			NA Connected to System
	B	Dispersion Trench			
		1 Accumulated Sediment			
		2 Concentrated Discharge			
		3 Pipe			
	C	Other			
VII.	Conveyance System				
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			NA
		1 Accumulated Sediment			
		2 Trash / Debris			
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments: _____

Refer To	
Maintenance & Operation	✓
Code Enforcement	
Engineering	
Meets Standard	✓
Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. / Address / Location: Harbor View Tank/Vault
Inspector: Rick Singdon
Date:

Inspection Type:
- Annual Inspection
- Routine Maint.
- Public Concern
- Follow Up

Last Rainfall:
- < 24 Hours
- 1-3 Days
- > 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			NA
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents			
	B	Pipe Section/Tank			
		1 Sediment			
		2 Cracks			
		3 Structural Damage			
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'			
	B	Structural Integrity			
	C	Cleanout Gate			
		1 Operational			
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear			
	B	Sump < 1/3 Full			
	C	Structural Integrity			
	D	Vegetation			
	E	Visible Polution			
	F	Cover			
	G	Ladder			
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V. Debris Barrier					
	A	Clear of Trash			
	B	Bars			
	C	Other			
VI. Energy Dissipators					
	A	Rock Pad			
	B	Dispersion Trench			
		1 Accumulated Sediment			
		2 Concentrated Discharge			
		3 Pipe			
	C	Other			
VII. Conveyance System					
	A	Pipes			
		1 Accumulated Sediment			
		2 Vegetation			
		3 Dented Pipe			
	B	Open Ditches			
		1 Accumulated Sediment			
		2 Trash / Debris			
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments: _____

Refer To

Maintenance & Operation	
Code Enforcement	
Engineering	
Meets Standard	
Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. Drakes Point Vault
Address / Location
Inspection Type
Annual Inspection ✓
Routine Maint.
Public Concern
Follow Up

Inspector: Rick Seymour
Date: 9/24/12

Last Rainfall
< 24 Hours ✓
1-3 Days
> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			NA
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents		✓	
	B	Pipe Section/Tank			
		1 Sediment		✓	
		2 Cracks		✓	
		3 Structural Damage		✓	
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'		✓	
	B	Structural Integrity			
	C	Cleanout Gate			
		1 Operational		✓	
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear			NA
	B	Sump < 1/3 Full			
	C	Structural Integrity			
	D	Vegetation			
	E	Visible Polution			
	F	Cover			
	G	Ladder			
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash		✓	
	B	Bars		✓	
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad		✓	
	B	Dispersion Trench			
		1 Accumulated Sediment		✓	
		2 Concentrated Discharge		✓	
		3 Pipe			
	C	Other			
VII.	Conveyance System				
	A	Pipes		✓	
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			NA
		1 Accumulated Sediment			
		2 Trash / Debris			
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments: _____

Refer To

Maintenance & Operation	✓
Code Enforcement	
Engineering	
Meets Standard	
Does not meet standards	

Municipal Facillity Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. Weatherwax Holding Tank
Address / Location Weatherwax Lane
Inspection Type
Annual Inspection ✓
Routine Maint.
Public Concern
Follow Up

Inspector: Rick Saygder
Date: 9/24/12

Last Rainfall
< 24 Hours ✓
1-3 Days
> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			N/A
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents		✓	
	B	Pipe Section/Tank			Veg. growing up around Vault
		1 Sediment		✓	
		2 Cracks		✓	
		3 Structural Damage		✓	
	C	Other			
III.	Control Structure / Restrictor Tee			✓	
	A	Sediment < 1.25'		✓	
	B	Structural Integrity		✓	
	C	Cleanout Gate			
		1 Operational		✓	
		2 Chained			
	D	Orifice Plate			
		1 In Place		✓	
		2 Obstruction Free		✓	
IV.	Catch Basins / Manholes			✓	
	A	Grate Clear		✓	
	B	Sump < 1/3 Full		✓	
	C	Structural Integrity		✓	
	D	Vegetation			
	E	Visible Polution		✓	
	F	Cover			
	G	Ladder		✓	
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash		✓	
	B	Bars		✓	
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad		✓	
	B	Dispersion Trench			NA
		1 Accumulated Sediment			↓
		2 Concentrated Discharge			↓
		3 Pipe			↓
	C	Other			↓
VII.	Conveyance System				
	A	Pipes			
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			NA
		1 Accumulated Sediment			↓
		2 Trash / Debris			↓
		3 Vegetation			↓
		4 Rock Lining			↓

Summary

Permission for entry granted by: _____

Inspectors Comments: Routine Vegetation Removal

Refer To

Maintenance & Operation	✓
Code Enforcement	
Engineering	
Meets Standard	✓
Does not meet standards	

Municipal Facility Stormwater Inspection Report
City of Aberdeen - Stormwater Department
1101 W. Heron Street, Aberdeen, WA 98520

Facility No. Graves Point Vault
Address / Location
Inspection Type
Annual Inspection ✓
Routine Maint.
Public Concern
Follow Up

Inspector: Rick Sayegh
Date: 9/24/12

Last Rainfall
< 24 Hours ✓
1-3 Days
> 1 Week

Items Inspected			Maintenance Req'd	Maintenance Not Req'd	Observations / Comments
I.	Ponds				
	A	Trash & Debris			NA
	B	Poisonous/Invasive Vegetation			
	C	Visible Pollution			
	D	Grass/Ground Cover			
	E	Rodent Holes			
	F	Insects			
	G	Tree Growth			
	H	Surface Erosion			
	I	Sediment			
	J	Emergency Spillway			
	K	Fencing			
	L	Gates			
	M	Access Road			
	N	Rock Filters			
	O	Tide Gate			
	P	Other			
II.	Closed Detention Systems (Pipes/Tanks/Vaults)				
	A	Air Vents		✓	
	B	Pipe Section/Tank			
		1 Sediment		✓	
		2 Cracks		✓	
		3 Structural Damage		✓	
	C	Other			
III.	Control Structure / Restrictor Tee				
	A	Sediment < 1.25'		✓	
	B	Structural Integrity		✓	
	C	Cleanout Gate			
		1 Operational		✓	
		2 Chained			
	D	Orifice Plate			
		1 In Place			
		2 Obstruction Free			
IV.	Catch Basins / Manholes				
	A	Grate Clear		✓	
	B	Sump < 1/3 Full		✓	
	C	Structural Integrity		✓	
	D	Vegetation		✓	
	E	Visible Polution		✓	
	F	Cover			
	G	Ladder			
	H	Other			

Items Inspected			Maintenance		Observations / Comments
			Req'd	Not Req'd	
V.	Debris Barrier				
	A	Clear of Trash		✓	
	B	Bars		✓	
	C	Other			
VI.	Energy Dissipators				
	A	Rock Pad		✓	
	B	Dispersion Trench			
		1 Accumulated Sediment			
		2 Concentrated Discharge			
		3 Pipe			
	C	Other			
VII.	Conveyance System				
	A	Pipes		✓	
		1 Accumulated Sediment		✓	
		2 Vegetation		✓	
		3 Dented Pipe		✓	
	B	Open Ditches			NA
		1 Accumulated Sediment			
		2 Trash / Debris			
		3 Vegetation			
		4 Rock Lining			

Summary

Permission for entry granted by: _____

Inspectors Comments: _____

Refer To

Maintenance & Operation	
Code Enforcement	
Engineering	
Meets Standard	
Does not meet standards	